

THE HOUSING AUTHORITY
OF THE CITY OF
WOONSOCKET, RHODE ISLAND

1. Call to order: 4:00 P.M. Regular Meeting February 18, 2010 at the Woonsocket Housing Authority, 679 Social Street, Woonsocket, RI 02895

Pledge of Allegiance

Commendation by Director of Security Moreau to employee Frederick Mathewson for his outstanding performance in locating a resident in need of assistance at Crepeau Court on January 26, 2010.

Roll Call:

Chairwoman Lucienne L. Cote
Commissioner Albert Brien
Commissioner Gerard Frappier
Commissioner David Lahousse
Commissioner Gerard Remillard

Robert Kulik, Executive Director
Deputy Director, Duncan Speel
Vice Chairman Baldelli -Absent
Commissioner Laliberte –Absent
Attorney Howard Croll
Attorney Joseph Rodio

- 1A Good and Welfare for the Audience
2. Good and Welfare for Commissioners

There was no discussion.

3. Chairwoman Cote asks for a motion to approve the Minutes for the meeting of January 21, 2010. A motion was made by Commissioner Frappier and seconded by Commissioner Lahousse.

There was no further discussion. A roll call vote was taken; the following were the “Ayes” and “Nays”.

AYES

NAYS

Chairwoman Cote

Commissioner Brien
Commissioner Frappier
Commissioner Lahousse
Commissioner Remillard

4. Chairwoman Cote asked for a motion to approve the bills paid for the month of January 2010. A motion was made by Commissioner Remillard and seconded by Commissioner Frappier.

There was no further discussion. A roll call vote was taken; the following were the “Ayes” and “Nays”.

AYES

NAYS

Chairwoman Cote
Commissioner Brien
Commissioner Frappier
Commissioner Lahousse
Commissioner Remillard

5. Communications and Interest of the Authority.

None

6. Report of the Secretary

A. Executive Director’s Report

Chairwoman Cote asked for a motion to receive and place on file, the report of the Secretary, for purposes of discussion. A motion was made by Commissioner Frappier and was seconded by Commissioner Lahousse.

The Director submits his report as written highlighting the reorganization of the Section 8 Department and the Intake Department under one manager, and the creation of a liaison position between the Finance Department and the Section 8 Department. It appears that the former would have to be recruited from an external advertisement, while the latter would come from current staff. The transfer of a staff member to the liaison position would necessitate a re-org of the Finance Department which would create an entry-level accounting clerk position. These staffing changes have been accounted for in the 2010 operating budget and may result in some slight cost savings.

The Director and Deputy Director visited the Bristol Housing Authority to explore the possibility of adding a beauty salon and barber shop area to each of the four highrises. BHA currently provides this service. This would be possible at the WHA thru the conversion of the common-area rest rooms at each facility. There was some discussion of the liability that the WHA would assume for this service. The Director assured the Board that we would require proof of insurance coverage and proper licenses from the stylists, and our liability insurance would cover this portion of our business as it does the rest of our business. Commissioner Lahousse asked if outsiders would be allowed to use the salon. The Director explained that we did not want to take business away from local businesses, rather, the intent of this service was to serve those residents who were unable to get to a salon out in the community.

There was no further discussion. A roll call vote was taken; the following were the “Ayes” and “Nays”.

AYES

NAYS

Chairwoman Cote
Commissioner Brien
Commissioner Frappier
Commissioner Lahousse
Commissioner Remillard

B. Report of the Deputy Director

Chairwoman Cote asked for a motion to receive and place on file, the report of the Secretary, for purposes of discussion. A motion was made by Commissioner Frappier and was seconded by Commissioner Lahousse.

The Deputy submitted his report as written, highlighting bids for capitalization appraisals (as required by HUD), compactors for the four highrises, overhead electric, and bathroom renovations for all four highrises.

The Deputy discussed the bathroom renovation, explaining that it would make the units ADA compliant. Commissioner Frappier questioned the \$1million plus difference between two bids on the bathroom renovations. The Deputy responded that often instead of a bidder spending the time on the quote, he will just look at the range and bid the high end of the range, or maybe bid the low end and take his chances. The quality of products was questioned regarding the bids and the Deputy explained that the bids specify the products to be used, so the contractor cannot use substandard materials to produce a lower bid. There was discussion about why one bidder bid one renovation and not the second. The Deputy explained that it may have been a bonding issue since these are such large bids. The Deputy also explained that there would be close oversight of the project. The Director and Deputy explained the enormity of this undertaking and

explained that although showers would not be available every day, each resident's toilet would be reinstalled before the end of each work day.

We are also looking for permission to enter into negotiations with an engineering firm, The Maguire Group, who thus far has only given us their hourly rates, to discuss the overhead electric project.

There was no further discussion. A roll call vote was taken; the following were the "Ayes" and "Nays".

AYES

NAYS

Chairwoman Cote
Commissioner Brien
Commissioner Frappier
Commissioner Lahousse
Commissioner Remillard

C. Reports of Direct Staff, Legal and Financial

Chairwoman Cote asked for a motion to receive and place on file, the reports of Direct Staff, Legal and Financial, for purposes of discussion. A motion was made by Commissioner Frappier and was seconded by Commissioner Remillard.

Commissioner Brien questioned the number of people on the waiting list for the Section 8 program. There was some discussion about having gone through some 1400 applicants in about two years. The Deputy explained that many find other housing while waiting for their call to Section 8. Some move into public housing, then to Section 8 when they are called. There was further discussion of not transferring residents to Section 8 who have unpaid public housing charges. The Deputy explained that we have attempted to start pulling Section 8 vouchers from those who owe us money, but this in turn creates a problem with the landlord.

There was no further discussion. A roll call vote was taken; the following were the "Ayes" and "Nays".

AYES

NAYS

Chairwoman Cote
Commissioner Brien
Commissioner Frappier
Commissioner Lahousse
Commissioner Remillard

7. Report of Committees

None

8. Unfinished Business

None

9. New Business

A. Resolution # 1063: Approval to submit Management Assessment Subsystem for 2009.

A motion was made by Commissioner Frappier and was seconded by Commissioner Remillard.

There was no further discussion. A roll call vote was taken; the following were the "Ayes" and "Nays".

AYES

NAYS

Chairwoman Cote
Commissioner Brien
Commissioner Frappier
Commissioner Lahousse
Commissioner Remillard

B. Resolution # 1064: Approval to submit Section 8 SEMAP for 2009.

A motion was made by Commissioner Frappier and was seconded by Commissioner Lahousse.

There was no further discussion. A roll call vote was taken; the following were the "Ayes" and "Nays".

AYES

NAYS

Chairwoman Cote
Commissioner Brien
Commissioner Frappier
Commissioner Lahousse
Commissioner Remillard

C. Resolution #1065: Approval to write off Uncollectible Accounts.

A motion was made by Commissioner Frappier and was seconded by Commissioner Lahousse.

There was no further discussion. A roll call vote was taken; the following were the “Ayes” and “Nays”.

AYES

NAYS

Chairwoman Cote
Commissioner Brien
Commissioner Frappier
Commissioner Lahousse
Commissioner Remillard

D. Approval of award for Appraisal Services to John A. Beauchaine at North Atlantic Appraisal & Consulting Co., Inc. for \$8,600.

A motion was made by Commissioner Frappier and was seconded by Commissioner Remillard.

Commissioner Brien stated that this is an outstanding company and asked what the scope of the contract is. The Deputy said he would forward a copy of the RFP to Commissioner Brien.

There was no further discussion. A roll call vote was taken; the following were the “Ayes” and “Nays”.

AYES

NAYS

Chairwoman Cote
Commissioner Brien
Commissioner Frappier
Commissioner Lahousse
Commissioner Remillard

E. Approval of award of professional services for Overhead Electrical Engineering at Morin Heights and Veteran’s Memorial to the Maguire Group.

A motion was made by Commissioner Remillard and was seconded by Commissioner Frappier.

There was no further discussion. A roll call vote was taken; the following were the “Ayes” and “Nays”.

AYES

NAYS

Chairwoman Cote
Commissioner Brien
Commissioner Frappier
Commissioner Lahousse
Commissioner Remillard

- F. Approval of award of contract for bathroom renovations at Kennedy Manor and Parkview Manor to the lowest responsive, responsible bidder in the best interest of the Authority, J.J. Cardosi, for \$1,934,400.

A motion was made by Commissioner Remillard and was seconded by Commissioner Frappier.

There was no further discussion. A roll call vote was taken; the following were the "Ayes" and "Nays".

AYES

NAYS

Chairwoman Cote
Commissioner Brien
Commissioner Frappier
Commissioner Lahousse
Commissioner Remillard

- G. Approval of award of contract for bathroom renovations at Crepeau Court and St. Germain Manor to the lowest responsive, responsible bidder in the best interest of the Authority, J.J. Cardosi, for \$1,768,000.

A motion was made by Commissioner Frappier and was seconded by Commissioner Lahousse.

Deputy Director commented that these are stimulus funds which must be committed by March 15, 2010 or we would lose them.

There was no further discussion. A roll call vote was taken; the following were the "Ayes" and "Nays".

AYES

NAYS

Chairwoman Cote
Commissioner Brien
Commissioner Frappier
Commissioner Lahousse
Commissioner Remillard

H. Approval of award of contract for high-rise trash compactors to Fielding Construction Co., LLC. for \$213,700

A motion was made by Commissioner Frappier and was seconded by Commissioner Lahousse.

There was no further discussion. A roll call vote was taken; the following were the “Ayes” and “Nays”.

AYES

NAYS

Chairwoman Cote
Commissioner Brien
Commissioner Frappier
Commissioner Lahousse
Commissioner Remillard

10. Adjournment

Chairwoman Cote asked for a motion to adjourn. A motion was made by Commissioner Remillard, seconded by Commissioner Frappier at 4:52 p.m.

Roll call vote was unanimous.

Robert Kulik, Executive Director